

ELK TOWNSHIP COMMITTEE
Work Session Minutes
June 19, 2012

The work session of the Elk Township Committee was held on the above date in the Municipal Building. The meeting was called to order by Mayor Barbaro at 7:30PM.

The Open Public Meeting Notice was read.
The Salute to the Flag was recited.

Present were: Mr. Pantaleo, Mrs. Sammons, Mr. Spring, Mr. Swanson, Mayor Barbaro, Mr. Considine, CFO, and Mrs. Pine, Township Clerk.

APPROVAL OF MINUTES

Motion by Mr. Pantaleo seconded by Mr. Swanson to approve the minutes of June 7, 2012 Regular Meeting, all were in favor motion carried.

1st PUBLIC PORTION

Motion by Mr. Spring to open the meeting to the public, seconded by Mrs. Sammons, all were in favor, motion carried.

Mayor Barbaro asked if anyone had any questions concerning the resolutions on tonight's agenda to come forward at this time.

No one came forward.

Motion by Mr. Swanson to close the public portion, seconded by Mr. Pantaleo, all were in favor, motion carried.

RESOLUTIONS:

R-74-2012 – Resolution Authorizing Chief Financial Officer to Secure Bond Anticipation Notes

Motion by Mrs. Sammons, seconded by Mr. Swanson to adopt and approve said resolution.

Mr. Pantaleo asked the purpose of the notes?

Mr. Considine stated we have temporary financing on our capital projects that have not gone to permanent financing. They are a one year note that renewed on June 13th. We make a budget payment and pay down a portion and refinance the remainder for another year. We were at 1.69% interest and rates have dropped the new rate came in at 1.19% for the year. In speaking with Parker McCay, Bond Counsel that did the last permanent financing for Elk Township, cannot touch this interest rate. Economically it does not pay to go to permanent bonds until interest rates rise.

Roll Call:	Mr. Pantaleo	Yes
	Mrs. Sammons	Yes
	Mr. Spring	Yes
	Mr. Swanson	Yes
	Mayor Barbaro	Yes

R-75-2012 – Resolution to go into Closed Executive Session to Discuss Contract Negotiations in Regards to Elk Township Police Department

Motion by Mr. Spring, seconded by Mrs. Sammons to adopt and approve said resolution all were in favor motion carried.

TOPICS:

Gloucester County is in the process of applying for FY2012 USDA Housing Preservation Grant Program. They would like a letter of support from the township.

Motion by Mrs. Sammons, seconded by Mr. Spring to send a letter of support to Gloucester County for FY2012 USDA Housing Preservation Grant Program, upon roll call motion carried.

Roll Call:	Mr. Pantaleo	Yes
	Mrs. Sammons	Yes
	Mr. Spring	Yes
	Mr. Swanson	Yes
	Mayor Barbaro	Yes

Mr. Swanson feels there is a need for a full time public works employee. Not to supervise but to answer calls, complete reports and paperwork. There is an inspection coming up that someone will need to be available to take an inspector around the township.
Mr. Considine stated there is only \$10,000 in the budget for this position. If we hire someone full time we may have to provide health insurance.
Mayor Barbaro stated we have tried reaching out to other municipalities for a shared service and there was not a positive response.
Mayor Barbaro and Mr. Swanson will review the applications that have come in and consider interviewing for the position. They hope to have a recommendation for the next meeting.

PUBLIC PORTION

Motion by Mr. Pantaleo to open the meeting to the public, seconded by Mr. Spring, all were in favor, motion carried.
Mayor Barbaro asked if anyone had any issues they would like to bring to the township committees attention to come forward at this time.
Lori Ann Eck, 289 Clayton Aura Road, asked about the marquee sign in front of the municipal building.
Motion by Mr. Spring to close the public portion, seconded by Mr. Swanson, all were in favor, motion carried.

PAY BILLS

Motion by Mr. Spring, seconded by Mrs. Sammons to Pay the Bills, upon roll call motion was carried.

Roll Call:	Mr. Pantaleo	Yes
	Mrs. Sammons	Yes
	Mr. Spring	Yes
	Mr. Swanson	Yes
	Mayor Barbaro	Yes

RECESS

Motion by Mr. Spring to recess from the regular meeting, seconded by Mr. Swanson, all were in favor motion carried. The meeting recessed at 7:51pm.
Motion by Mr. Swanson to return to the meeting, seconded by Mr. Spring, all were in favor motion carried. The meeting was called back to order at 8:37pm.

SUMMARY OF CLOSED SESSION

Mayor Barbaro summarized the discussion held in closed session. A PBA representative, Bill Lesh was present to discuss with committee the current positions with the ongoing negotiations with the police contract that is still unsettled. The committee has recommended the Mayor continue discussions with the PBA.

A motion was made by Mr. Spring seconded by Mr. Swanson authorizing the Mayor to continue to discuss the unsettled contract with the police department. Upon roll call all were in favor motion carried.

Roll Call:	Mr. Pantaleo	Yes
	Mrs. Sammons	Yes
	Mr. Spring	Yes
	Mr. Swanson	Yes
	Mayor Barbaro	Yes

ADJOURNMENT

Motion by Mr. Pantaleo to adjourn, seconded by Mr. Spring, all were in favor, the meeting was adjourned at 8:38 PM.

Respectfully Submitted,
Debora R. Pine, RMC, CMC
Township Clerk



RESOLUTION R-74-2012

**RESOLUTION OF THE TOWNSHIP OF ELK
RE: AUTHORIZING CHIEF FINANCIAL OFFICER TO SECURE
BOND ANTICIPATION NOTES**

WHEREAS, the current Bond Anticipation Notes matured on June 13th, 2012; and

WHEREAS, the Township of Elk desired to refinance these notes for a period not to exceed one (1) year; and

WHEREAS, the Township of Elk has properly passed the Bond Ordinances authorizing the Chief Financial Officer to be the proper official to secure temporary financing for said appropriations.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Elk, that the Chief Financial Officer was authorized to solicit bids for Bond Anticipation Notes and to award the note to the lowest qualified bidder; and

BE IT FURTHER RESOLVED THAT the Chief Financial Officer was to make proper payment on the maturing Bond Anticipation Notes, as required by said notes; and

BE IT FURTHER RESOLVED THAT the Chief Financial Officer report back to the Township Committee the results of the bids and the award of the note.

THIS RESOLUTION IS DULY ADOPTED by the Township Committee of the Township of Elk at its regular meeting held on the 19th day of June, 2012 at the Municipal Building, 667 Whig Lane Road, Monroeville, NJ 08343.

TOWNSHIP OF ELK


PHILIP BARBARO JR., MAYOR

ATTEST:



DEBORA PINE, MUNICIPAL CLERK

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Pantaleo	✓			
Sammons	✓			
Spring	✓			
Swanson	✓			
Barbaro	✓			

CERTIFICATION

I hereby certify that the above resolution is a true copy of a resolution adopted by the Township Committee of the Township of Elk, County of Gloucester, State of New Jersey, at a meeting held by the same on June 19, 2012 in the Elk Township Municipal Building, 667 Whig Lane Road, Monroeville, New Jersey.


DEBORA R. PINE, Township Clerk

**RESULTS OF BAN REQUEST:
AMOUNT OF BAN \$1,026,000.00**

First National Bank of Elmer	1.19%
TD Bank, NA	did not bid
Susquehanna Bank	did not bid

RESOLUTION R-75-2012

**RESOLUTION OF THE TOWNSHIP OF ELK
TO GO INTO CLOSED EXECUTIVE SESSION TO DISCUSS
CONTRACT NEGOTIATIONS IN REGARDS TO
ELK TOWNSHIP POLICE DEPARTMENT**

WHEREAS N.J.S.A. 10:4-12B. (7) permits the Township Committee to enter into Closed Executive Session and exclude the public from portions of the meeting to discuss personnel, litigation and/or contract negotiations in which the public body is, or may be a party or which involves any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer; and

WHEREAS pursuant to N.J.S.A. 10:4-13, the Township Committee must first adopt a Resolution at a meeting which the public is admitted stating the general nature of the subject to be discussed and as precisely as possible at time when the circumstances under which the discussion conducted in Closed Executive Session can be disclosed to the public; and

NOW, THEREFORE, BE IT RESOLVED, that the time when and circumstances under which the discussion conducted in Closed Executive Session of the public body can be disclosed to the public will be at the conclusion of the beforementioned contract negotiation.

THIS RESOLUTION WAS DULY ADOPTED at the Regular Meeting of the Township Committee of the Township of Elk held on the 19th day of June 2012 and is duly certified by the Clerk to embody the determination made by the Committee at that hearing date.

TOWNSHIP OF ELK


Philip A. Barbaro, Jr., Mayor

ATTEST:


DEBORA R. PINE, TOWNSHIP CLERK

BILL APPROVAL

June 19, 2012

Bank Wires, Manual and Interim Checks

GENERAL ACCOUNT:

1) Elk Township	12-00531	\$68,066.21
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PUBLIC DEFENDER TRUST:

1) Elk Township		\$4,000.00
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06/18/12
18:57:09

TOWNSHIP OF ELK
Check Payment Batch Verification Listing

Page No: 1

Batch Id: SC Batch Type: C Batch Date: 06/19/12 Checking Account: CURRENT G/L Credit: Budget G/L Credit
Generate Direct Deposit: N

Check No.	Check Date	Vendor #	Name	Payment Amt	Charge Account Description	Account Type	Status	Seq
PO #	Enc Date	Item	Description					
	06/19/12	A0055	ADAMS & ADAMS					
12-00524	06/17/12	1	GENERAL LEGAL	300.00	2-01- -023-232 LEGAL COSTS	Budget	Aprv	52
12-00524	06/17/12	2	SILVERGATE LITIGATION	2,970.00	2-01- -023-232 LEGAL COSTS	Budget	Aprv	53
				----- 3,270.00				
	06/19/12	A0067	ABBOTT'S HARDWARE					
12-00473	06/05/12	1	KEYS	7.00	2-01- -029-225 MISCELLANEOUS	Budget	Aprv	13
				----- 7.00				
	06/19/12	A0133	STEVEN ALEXANDER					
12-00503	06/09/12	1	PREP OF RECYCLING TONNAGE	500.00	2-01- -034-225 MISCELLANEOUS	Budget	Aprv	24
				----- 500.00				
	06/19/12	A0260	ATLANTIC CITY ELECTRIC					
12-00520	06/14/12	1	ELECTRIC	27.03	2-01- -037-223 ELECTRICITY	Budget	Aprv	44
12-00520	06/14/12	2	ELECTRIC	8.44	2-01- -037-223 ELECTRICITY	Budget	Aprv	45
				----- 35.47				
	06/19/12	A0350	AURA FIRE COMPANY					
12-00525	06/17/12	1	COMMITTEEMAN SALARY DONATED	60.00	2-01- -025-227 COMMITTEE SALARY DONATED TO FIRE CO.	Budget	Aprv	54
				----- 60.00				
	06/19/12	B0200	VERIZON					
12-00419	05/13/12	1	856-881-0342 TELEPHONE	31.97	2-01- -037-224 TELEPHONE	Budget	Aprv	4
				----- 31.97				
	06/19/12	C0033	CAPITOL CLEANERS					
12-00500	06/09/12	1	CLEANING MAY	589.75	2-01- -029-234 UNIFORM CLEANING	Budget	Aprv	21
				----- 589.75				
	06/19/12	C0149	STEPHEN CONSIDINE					
12-00522	06/14/12	1	60 GALLON TRASH BAGS	110.20	2-01- -020-243 REPAIRS & SUPPLIES FOR BLDG	Budget	Aprv	49

06/18/12
18:57:09

TOWNSHIP OF ELK
Check Payment Batch Verification Listing

Page No: 2

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Charge Account Description	Account Type	Status	Seq
			110.20				
12-00452	06/19/12 05/27/12	C0167 COMCAST 1 INTERNET MONTHLY	102.20	2-01- -037-224 TELEPHONE	Budget	Aprv	8
12-00507	06/09/12	1 INTERNET	67.13	2-01- -037-224 TELEPHONE	Budget	Aprv	28
			169.33				
12-00450	06/19/12 05/27/12	D0139 DEERPARK 1 WATER	72.93	2-01- -020-225 MISCELLANEOUS	Budget	Aprv	7
			72.93				
12-00466	06/19/12 06/05/12	D0203 DENNY SEPTIC & PORTABLE TOILET 1 MAY SERVICE	140.00	2-01- -020-225 MISCELLANEOUS	Budget	Aprv	9
			140.00				
12-00354	06/19/12 04/17/12	E0255 ELMER DOOR COMPANY 2 REPLACE GARAGE DOOR ANNEX	637.50	2-01- -020-243 REPAIRS & SUPPLIES FOR BLDG	Budget	Aprv	3
			637.50				
12-00519	06/19/12 06/14/12	E0256 ELK TOWNSHIP SCHOOL DISTRICT 1 CLEANING - MAY	422.84	2-01- -020-242 CLEANING SERVICES	Budget	Aprv	43
			422.84				
12-00526	06/19/12 06/17/12	F0250 FERRELL VOLUNTEER FIRE COMPANY 1 COMMITTEE SALARY DONATED	60.00	2-01- -025-227 COMMITTEE SALARY DONATED TO FIRE CO.	Budget	Aprv	55
			60.00				
12-00523	06/19/12 06/17/12	F0510 FRALINGER ENGINEERING PA 1 GENERAL ENGINEERING	30.65	2-01- -019-222 ENGINEERING OPERATING EXPENSES	Budget	Aprv	50
12-00523	06/17/12	2 ROAD OPENING	182.55	2-01- -905-010 ROAD OPENING "ESCROW" TYPE	Budget	Aprv	51
			213.20				
12-00514	06/19/12 06/14/12	G0150 GALL'S INC. 1 EAR PLUGS	44.95	2-01- -029-236 EQUIPMENT & SUPPLIES	Budget	Aprv	39

06/18/12
18:57:09

TOWNSHIP OF ELK
Check Payment Batch Verification Listing

Page No: 3

Check No.	Check Date	Vendor # Name	Payment Amt	Charge Account Description	Account Type	Status	Seq
PO #	Enc Date	Item Description					
			44.95				
	06/19/12	G0154 GENERAL CODE PUBLISHERS					
12-00518	06/14/12	1 SUPPLEMENT 18 - CODE UPDATE	1,452.45	2-01- -043-255 CODIFICATION	Budget	Aprv	42
			1,452.45				
	06/19/12	G0300 GLOUCESTER COUNTY TIMES					
12-00521	06/14/12	1 ORD 2012-1 THRU 2012-5	57.40	2-01- -043-228 ADVERTISEMENTS	Budget	Aprv	46
12-00521	06/14/12	2 SPECIAL MEETING	18.20	2-01- -043-228 ADVERTISEMENTS	Budget	Aprv	47
12-00521	06/14/12	3 BUDGET	120.40	2-01- -043-228 ADVERTISEMENTS	Budget	Aprv	48
			196.00				
	06/19/12	H0176 HERITAGE BUSINESS SYSTEMS, INC.					
12-00517	06/14/12	1 COPY CHARGES	74.65	2-01- -011-333 GENERAL ADMIN - EQUIP. MAINT.	Budget	Aprv	41
			74.65				
	06/19/12	L0060 LAWNS VOLUNTEER FIRE COMPANY					
12-00527	06/17/12	1 COMMITTEE SALARY DONATED	60.00	2-01- -025-227 COMMITTEE SALARY DONATED TO FIRE CO.	Budget	Aprv	56
			60.00				
	06/19/12	M0013 MAGLOCLIN					
12-00474	06/05/12	1 ANNUAL DUES	400.00	2-01- -029-229 ASSOCAITION DUES & FEES	Budget	Aprv	14
			400.00				
	06/19/12	M0018 MAJESTIC OIL COMPANY, INC.					
12-00530	06/17/12	1 6/14 DIESEL	865.83	2-01- -037-226 GASOLINE/DIESEL	Budget	Aprv	57
			865.83				
	06/19/12	N0020 NEOPOST					
12-00107	01/23/12	1 RATE PACK FOR SCALE	99.00	2-01- -011-333 GENERAL ADMIN - EQUIP. MAINT.	Budget	Aprv	1
12-00107	01/23/12	2 METER RENTAL	312.54	2-01- -011-333 GENERAL ADMIN - EQUIP. MAINT.	Budget	Aprv	2
			411.54				
	06/19/12	P0100 PAULSBORO PRINTERS LLC					

06/18/12
18:57:09

TOWNSHIP OF ELK
Check Payment Batch Verification Listing

Page No: 4

Check No.	Check Date	Vendor # Name	Payment Amt	Charge Account Description	Account Type	Status	Seq
PO #	Enc Date	Item Description					
12-00502	06/09/12	1 PRIMARY ELECTION MAILINGS	2,552.00	2-01- -012-224 PRINTING OF FORMS	Budget	Aprv	23
			----- 2,552.00				
	06/19/12	P0250 PEACH COUNTRY FORD					
12-00516	06/14/12	1 HEADLIGHT BULBS	68.20	2-01- -034-239 REPAIRS TO EQUIPMENT	Budget	Aprv	40
			----- 68.20				
	06/19/12	Q0401 QUILL CORPORATION					
12-00498	06/05/12	1 LEGAL EXPANDING FILES	114.55	2-01- -050-223 OFFICE SUPPLIES	Budget	Aprv	16
12-00498	06/05/12	2 PUSH PINS,TAPE,LABELS,PAPER	164.27	2-01- -043-223 OFFICE SUPPLIES	Budget	Aprv	17
12-00498	06/05/12	3 CARBONLESS RECEIPTS	15.53	2-01- -015-223 OFFICE SUPPLIES	Budget	Aprv	18
12-00498	06/05/12	4 INK CARTS	41.27	2-01- -023-223 OFFICE SUPPLIES	Budget	Aprv	19
12-00498	06/05/12	5 SELF STICK,PRESS BRD,PRINTROLL	163.92	2-01- -050-223 OFFICE SUPPLIES	Budget	Aprv	20
			----- 499.54				
	06/19/12	R0015 R & R RADAR, INC.					
12-00471	06/05/12	1 RADAR REPAIR/CERTIFY 101263	87.50	2-01- -029-239 REPAIRS TO EQUIPMENT	Budget	Aprv	11
			----- 87.50				
	06/19/12	R0060 RALPH'S AUTO SERVICE					
12-00513	06/14/12	1 08DODGE-SERVICE,BRAKES	293.15	2-01- -061-226 POLICE VEHICLE MINOR REPAIR	Budget	Aprv	33
12-00513	06/14/12	2 07CV-SERVICE,BRAKES,TIRE MOUNT	1,377.42	2-01- -061-228 POLICE VEHICLE MAJOR REPAIR	Budget	Aprv	34
12-00513	06/14/12	3 07CV-AC CHARGE	139.95	2-01- -061-228 POLICE VEHICLE MAJOR REPAIR	Budget	Aprv	35
12-00513	06/14/12	4 03CV-BATTERY,MANIFOLD,ETC...	1,221.92	2-01- -061-228 POLICE VEHICLE MAJOR REPAIR	Budget	Aprv	36
12-00513	06/14/12	5 00CV-TIRES,HEADLIGHT,TENSIONER	2,220.17	2-01- -061-228 POLICE VEHICLE MAJOR REPAIR	Budget	Aprv	37
12-00513	06/14/12	6 03CV-TIRES,BRAKES,AC,ETC	1,576.33	2-01- -061-228 POLICE VEHICLE MAJOR REPAIR	Budget	Aprv	38
			----- 6,828.94				
	06/19/12	S0455 LUZ S. SMITH					
12-00501	06/09/12	1 COURT MAY	400.00	2-01- -050-225 MISCELLANEOUS	Budget	Aprv	22
			----- 400.00				

06/18/12
18:57:09

TOWNSHIP OF ELK
Check Payment Batch Verification Listing

Page No: 5

Check No.	Check Date	Vendor # Name		Payment Amt	Charge Account Description	Account Type	Status	Seq
PO #	Enc Date	Item Description						
12-00512	06/19/12 06/14/12	50505 STREICHERS POLICE EQUIPMENT 1 MACE HOLDER,ETC		88.93	2-01- -029-236 EQUIPMENT & SUPPLIES	Budget	Aprv	32
				----- 88.93				
12-00477	06/19/12 06/05/12	T0150 TANGY'S AUTO SERVICE 1 F350-OIL,FILTERS,TIRE ROTATE,		632.63	2-01- -061-226 POLICE VEHICLE MINOR REPAIR	Budget	Aprv	15
				----- 632.63				
12-00472	06/19/12 06/05/12	T0160 TEKK COMM COMMUNICATIONS 1 PROGRAM PORTABLE RADIOS		60.00	2-01- -029-239 REPAIRS TO EQUIPMENT	Budget	Aprv	12
				----- 60.00				
12-00508	06/19/12 06/09/12	T0200 TAG'S AUTO SUPPLY, INC 1 TRACTOR BATTERIES		89.24	2-01- -034-239 REPAIRS TO EQUIPMENT	Budget	Aprv	29
				----- 89.24				
12-00504	06/19/12 06/09/12	U0904 US BANK/EMPIRE TAX FUND LLC 1 REFUND TAX OVERPAY R-73-2012		4,350.77	2-01- -920-001 REFUND OVERPAYMENT OF TAXES	Budget	Aprv	25
				----- 4,350.77				
12-00505	06/19/12 06/09/12	W0025 WASTE MANAGEMENT OF NJ,INC. 1 CONTRACTUAL MAY		17,054.38	2-01- -038-222 CONTRACTUAL	Budget	Aprv	26
				----- 17,054.38				
12-00439	06/19/12 05/27/12	W0075 WALTER P. GARRISON II 1 REIMBURSE TRAVEL		4.00	2-01- -029-253 MILEAGE & EXPENSES	Budget	Aprv	5
12-00439	05/27/12	2 REIMBURSE MEAL		7.89	2-01- -029-225 MISCELLANEOUS	Budget	Aprv	6
				----- 11.89				
12-00509	06/19/12 06/09/12	W0080 WARREN'S HARDWARE 1 PAINT AND SUPPLIES		47.95	2-01- -020-243 REPAIRS & SUPPLIES FOR BLDG	Budget	Aprv	30
12-00509	06/09/12	2 PAINT AND SUPPLIES		0.96	2-01- -020-243 REPAIRS & SUPPLIES FOR BLDG	Budget	Aprv	31
				----- 46.99				

06/18/12
18:57:09

TOWNSHIP OF ELK
Check Payment Batch Verification Listing

Page No: 6

Check No.	Check Date	Vendor #	Name	Payment Amt	Charge Account Description	Account Type	Status	Seq
PO #	Enc Date	Item	Description					
12-00506	06/19/12	W0300	WHEELABRATOR GLOUCESTER CO.					
06/09/12	1	TIPPING MAY		10,607.65	2-01- -038-221 TIPPING FEES	Budget	Aprv	27
				----- 10,607.65				
12-00470	06/19/12	W0318	WIRELESS ELECTRONICS, INC.					
06/05/12	1	RADIO REPAIR		210.08	2-01- -029-239 REPAIRS TO EQUIPMENT	Budget	Aprv	10
				----- 210.08				

	Count	Line Items	Amount
	-----	-----	-----
Checks:	39	57	53,414.35

There are NO errors or warnings in this listing.